



# ECF Flier

May 2000

## **Notice of Receipt of Filing of Disclosure Statement upon the U.S. Trustee via E-Mail, LBR 2016-1(B)**

Local Bankruptcy Rule 2016-1(B) requires that the Disclosure "Statement shall be filed consistent with the Electronic Case Filing System requirements approved by the Court." With the approval of the Office of the U.S. Trustee, notice of the receipt of filing of the LBR 2016-1(B) Disclosure Statement may be made upon the U.S. Trustee by e-mail. This procedure is effective immediately and applies only to cases filed via the ECF system.

## **Elimination of the Cover Sheet for List of Creditors**

A cover sheet for the list of creditors must be filed when the Clerk's Office is required to upload creditors either from a scannable hard copy list or from a disk. The number of creditors indicated on the form is used to verify the number of creditors actually uploaded into a specific case in the court's database. When the list of creditors is filed electronically via the ECF System, the filing of a cover sheet is no longer required. This procedure is effective immediately and applies only to cases filed via the ECF System. A conforming change to Exhibit 6 to the Local Bankruptcy Rules will be made by the Clerk's Office.

## **Trustee Certification of Review of Claims**

A new event has been added for trustees to streamline the review and verification of claims filed electronically. The trustee may now review the claims on-line and, upon completion, docket the "Trustee Certification of Review of Claims" event.

## **Public Review of Cases On-line**

The public has two means by which to query an ECF case on-line. The first is through the Electronic Case Filing bar (on the left margin of the web page), from which the public may select "Public Case Query". The second is through the ECF link (at the bottom of the web page) to the ECF Electronic Case Filing System Information Page, from which the public may select the "Public Case Query".

The user will be able to obtain up-to-the minute data using either one of these methods.

If the "Bankruptcy Cases" link is used to search the case, the public will be able to obtain information only as of close of business the previous day. That data is updated once a day, overnight.

## **ECF Reference Materials: Amended Pleadings**

By popular demand, the ECF Reference Materials have been updated to include an "Amended Pleadings" section. This should assist users when filing any type of amendment with the court.

## Reported ECF Problems

At the May 19<sup>th</sup> CM/ECF Users' Advisory Group meeting, it was reported that in the morning hours (between 6:00 a.m. and 8:00 a.m.) when trying to hyperlink from the "Notice of Receipt of Filing" to the case docket or the document, the ECF system will give the user an error. This problem was reported to the Administrative Office of the U.S. Courts and reportedly has been fixed. If anyone has any further problems, please notify the ECF Help Desk immediately.

It also was reported at that meeting that users were having a hard time accessing our website between the same hours. Having checked with our system's staff, the following is noted:

The response time may be too long for the end-users' systems due to the scripts being run by all of the records research companies on our web server during that time period each day. We do not have any control over this type of usage. It is suggested that the end-users need to STOP and RELOAD and/or wait a few minutes before trying again.

The SEARCH feature may also be down between 6:00 a.m. and 8:00 a.m. so that all of the data that is copied, manipulated, and combined from all four divisions (which takes several hours) then can be transferred over to our Web Server. We are currently researching options of changing the time to complete this task. Please bear with us during this time frame.

## Service Requirements for Orders

When submitting an order on diskette to the court for approval, envelopes are needed for **NON-REGISTERED** users only. Registered users will receive electronic service of the receipt of filing of the order upon docketing.

## Alexandria Training

All ECF training in Alexandria now is being conducted in the training room at the Clerk's Office. To reserve a seat at the next training session, please call:

Kathy Dragg (703) 258-1211  
Evelyn Flowers (703) 258-1225

The next scheduled dates are: (all training begins at 9:30 a.m.)

May 25, 2000	June 13, 2000
June 15, 2000	June 20, 2000
June 22, 2000	June 27, 2000
June 29, 2000	

## Attorney Training: April 2000

### Alexandria - 3

John Van Beek  
Richard B. Hill  
William Vermette

### Richmond - 4

John C. Moore  
William R. Baldwin, III  
Raelenne J. Haeberle  
Adam R. Nelson

**Total Number of Attorneys Trained - 306**



**Attorneys that went LIVE - April 2000**

### Norfolk/Newport News

Elizabeth B. Vinson

### Alexandria

Nicholas Vlissides

### Richmond

Sheila A. Kelley

## April 2000 ECF Statistics

### Bankruptcy Adversary

Alexandria	105	9
Norfolk	158	4
Richmond	126	1
Newport News	263	6
<b>District Total</b>	<b>652</b>	<b>20</b>
<b>Total ECF Cases filed in 2000</b>	<b>2567</b>	
<b>Total ECF Cases filed in 1999</b>	<b>3539</b>	
<b>Total ECF Cases filed in 1998</b>	<b>421</b>	

### ECF Information and Helpful Numbers:

ECF Help Desk: 1-888-271-8610

Questions? E-Mail us at the following  
address:

[andrea\\_redmon@vaeb.uscourts.gov](mailto:andrea_redmon@vaeb.uscourts.gov)

Contacts for Attorney Training:

Alexandria -

Evelyn Flowers (703) 258-1225

Richmond -

Debbie Lowe (804) 916-2445

Norfolk -

Pat Woodhouse (757) 222-7575

Newport News -

Caroline Bradley (757) 222-7574